



**ADDENDUM
PURCHASING OFFICE
CITY OF AUSTIN, TEXAS**

Solicitation: TVN1026 Addendum No: 3 Date of Addendum: April 6, 2020

This addendum is to incorporate the following changes to the above referenced solicitation:

I. Clarifications:

A. Responses to this solicitation will be received online as well as by paper or electronic submittal. Submittal instructions for Online Offer Submissions are as follows:

1. ONLINE OFFER SUBMISSION

- 1.1 Due Date and Time. Offers in response to this Solicitation shall be submitted by the Offer Due Date and Time displayed in the Important Dates section of the Solicitation Cover Sheet online. The system time within Austin Finance Online shall be the official time of record.
- 1.2 Vendor Registration. Offerors responding to this Solicitation must be registered as vendors with the City on Austin Finance Online. See Attachment 1, Submitting Offers in Austin Finance Online.
- 1.3 Online Submission. Offers in response to this Solicitation may be submitted electronically, through the City's online financial system, Austin Finance Online. See Attachment 1, Submitting Offers in Austin Finance Online. No information on a Price Sheet may be Proprietary or Confidential and the City will not consider any requests to keep the contents of a Price Sheet Proprietary or Confidential.
- 1.4 Withdrawing and Revising Offers. Offers submitted online in response to this Solicitation may be withdrawn, revised and resubmitted any time prior to the Offer Due Date and Time displayed in the Solicitation Cover Sheet. See Attachment 1, Submitting Offers in Austin Finance Online.
- 1.5 Late Offers. Austin Finance Online will not accept any Offer Submittals submitted after date and time displayed in the Offers Due section of the Solicitation Cover Sheet online.
- 1.6 Openings: The City will not allow any public attendees at bid openings. If the City receives any responses to a solicitation delivered to the Purchasing Office as a paper or electronic submittal, those responses will be opened and read aloud at the time stated on the Solicitation Offer Sheet and viewable at the following website:

<http://www.austintexas.gov/department/bid-opening-webinars>

For Offers submitted online, following the date and time displayed in the Offers Due section of the Offer Sheet, the name of each Offeror will be displayed in Austin Finance Online. In lieu of a public opening of the prices included in each Offer, a link to the Price Offer submitted by each Offeror will be included as a link next to the names of each Offeror responding to this Solicitation. See Attachment 1, Submitting Offers in Austin Finance Online.

B. Attachment 1, Submitting Offers in Austin Finance Online, is included with this Addendum.

II. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

ACKNOWLEDGED BY:

Name

Authorized Signature

Date

RETURN ONE COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, WITH YOUR RESPONSE OR PRIOR TO THE SOLICITATION CLOSING DATE. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION.